EOC Logistics Training

Movement Coordination

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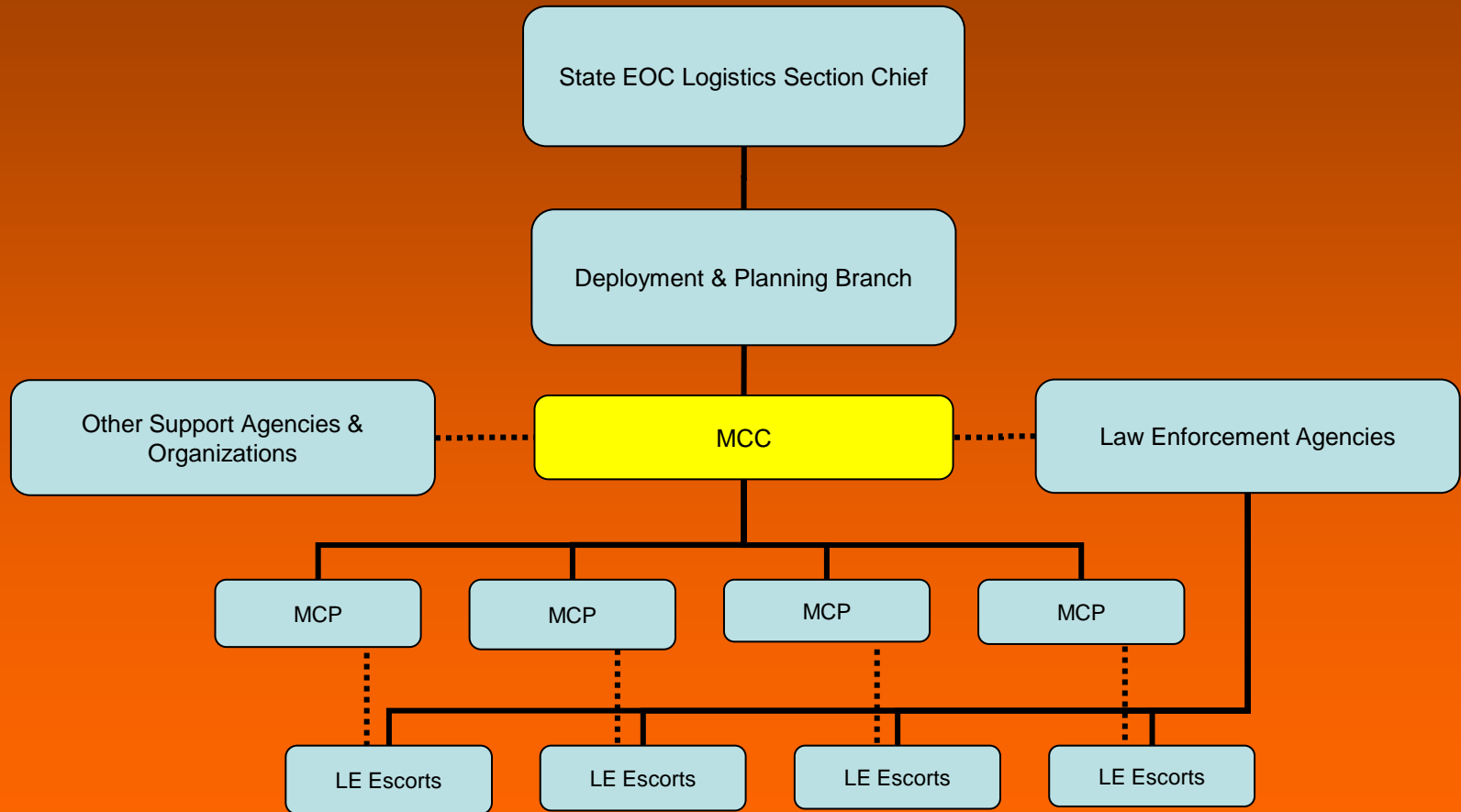Chris.utzinger@mil.wa.gov
(Please note new email address)

Objectives

- Describe the need and components of Movement Coordination

- Explain the processes used to start up a Movement Coordination Center (MCC)

- Identify the processes for EOC coordination with the MCC and movement coordination demobilization

Movement Coordination Unit

Why coordinate movement?

- Based on lessons learned from numerous disasters

- Resource shipments may disappear:
  - Commandeered by local law enforcement
  - Pirated by groups or individuals

- Rioting or looting may be prevalent in affected areas

- Transportation infrastructure may be severely damaged in catastrophic disasters

Movement Coordination Process

- Organizations notify the MCC of incoming shipments
- MCC notifies appropriate Movement Control Point (MCP) of incoming shipments
- MCP operations include:
  - Check in shipments
  - Notify MCC of anticipated arrivals
  - Organize convoy and request routing and security from MCC
- MCC tracks convoy movements and provides assistance as needed

    * Think old west wagon train *

Introduction to the MCC

- Movement Coordination Center (MCC) is responsible for:
    - Coordinating logistics for Movement Control Points with the State EOC
    - Tracking shipments of resources to and from Movement Control Points
    - Establishing routing into and through disaster affected areas
    - Coordinating security escorts and emergency support for convoy movements
- Located on Camp Murray
- Staffing includes State Guard, Department of Transportation (WSDOT), Washington State Patrol (WSP) and others

Organization - MCC
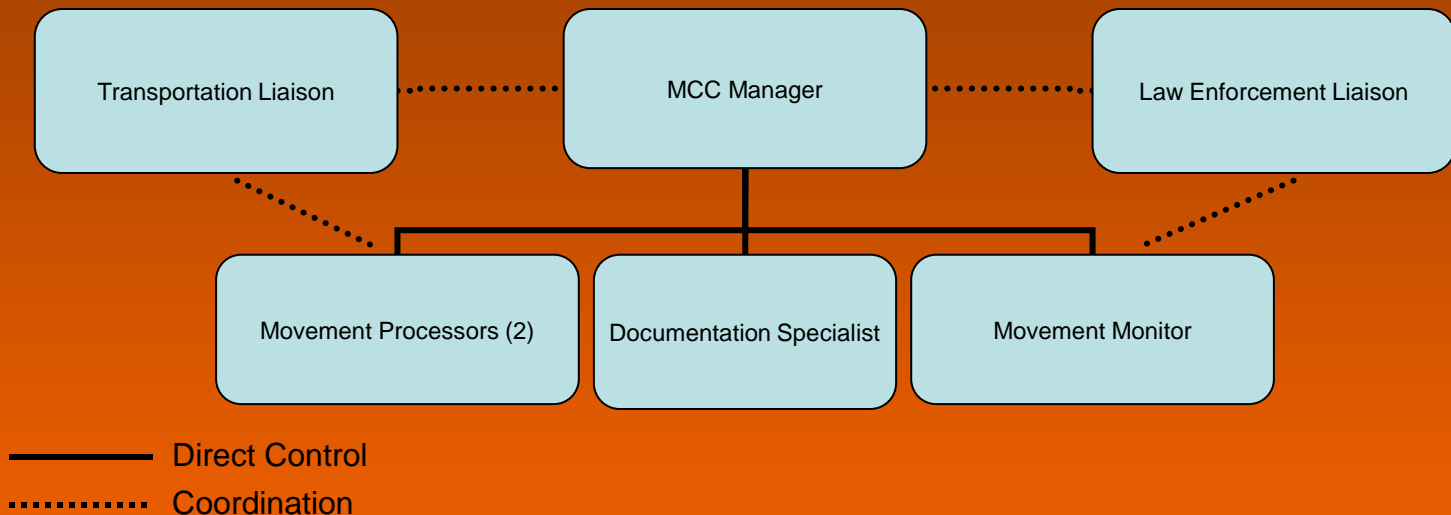
The MCC also interfaces with the National Guard Transportation Branch to ensure knowledge of military movements in the state.

Staffing the MCC

- Most important roles during start up are the MCC Manager and liaisons
  - MCC Manager staffed by State Guard through the Joint Operations Center
  - WSDOT and WSP Liaisons requested through their agencies' State Agency Liaisons
- Remaining staff obtained from a variety of sources including state agencies and volunteer programs
- ICS principles of expansion or contraction of staffing levels apply for MCC and MCPs

MCC Equipment

- Four workstations with telephone access
- Three computer systems with Microsoft Excel, Microsoft Word, Outlook, WebEOC access, and mapping and tracking software.
- Networked printer (color preferred), scanner, and copier (combo unit, if possible)
- Standalone fax machine
- One scrolling white board or two basic whiteboards with dry erase markers
- Washington State Atlas and maps
- Office supplies

Organization - MCP
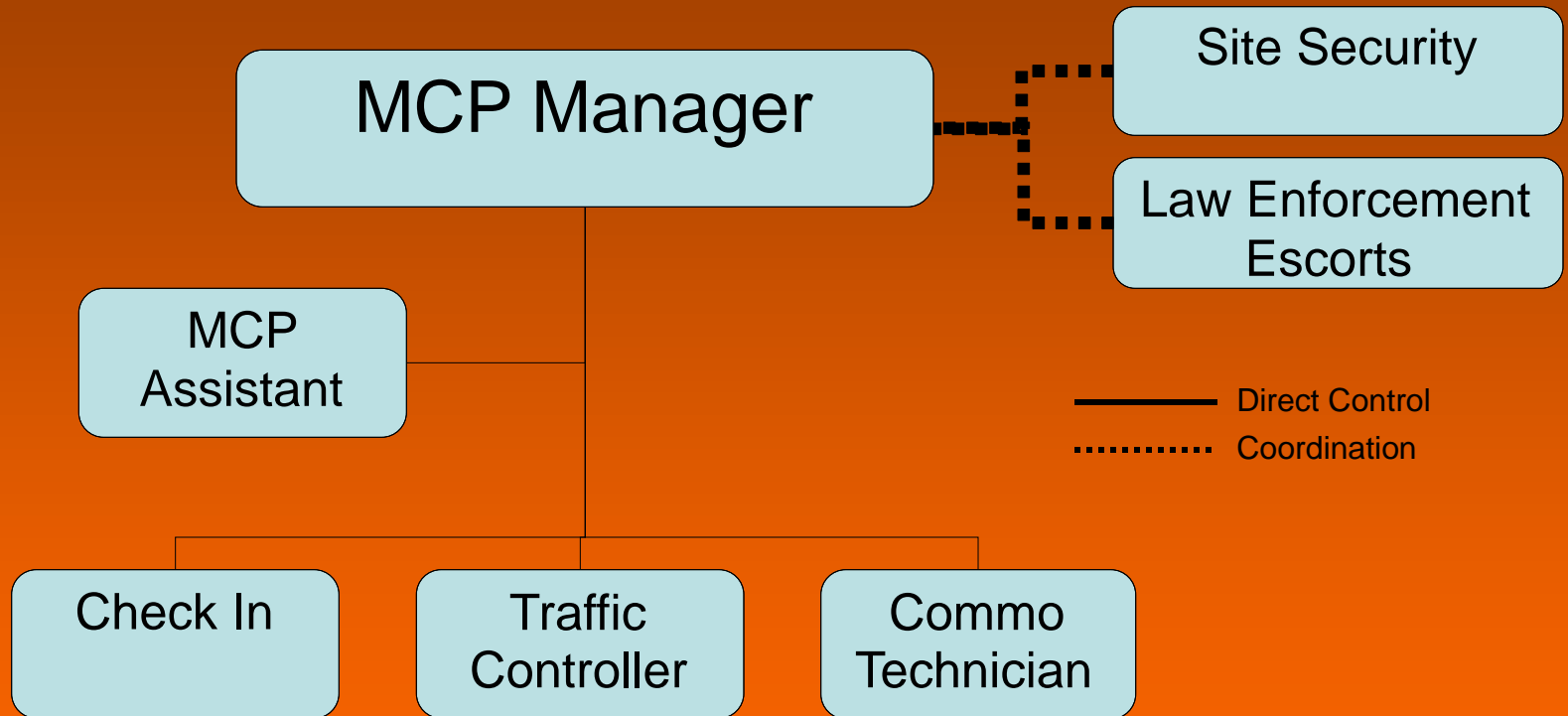
MCPs are responsible for organization of resource convoys.

Staffing MCPs

- State EOC Logistics section assists with coordinating MCP staff

- Initial staffing of MCPs is accomplished via state and/or local agencies

  – MCP Managers may be local agency employees

  – Check in staff come from State Department of Licensing

  – Traffic Controllers may be volunteers

  – Site Security is requested through the MCC Law Enforcement Liaison

- As response mission slows, National Guard teams will replace initial MCP staff except for check in staff

MCP Equipment

- Communications Equipment:
  - Satellite / Cell Phone
  - Two-Way Radio - frequencies compatible with radio communication in security escort vehicles and MCC
- One field computer with air card
- Printer/scanner/copier combo unit
- Washington State Atlas and maps
- Office supplies
- Portapotties with Handwashing Stations
- Traffic Cones / Safety Barricades
- Telescoping Light Sets with built-in Generators

MCP Equipment (continued)

- VMS Roadside Sign and other signage:
  - Direct incoming shipments to the MCP
  - Set up traffic flow into and out of the MCP site
- Bulletin Board (3'x4' minimum) and tripod
- Dry Chemical Fire Extinguisher(s)
- Personal Protective Gear:
  - Reflective vests
  - Light sticks
  - Flashlights
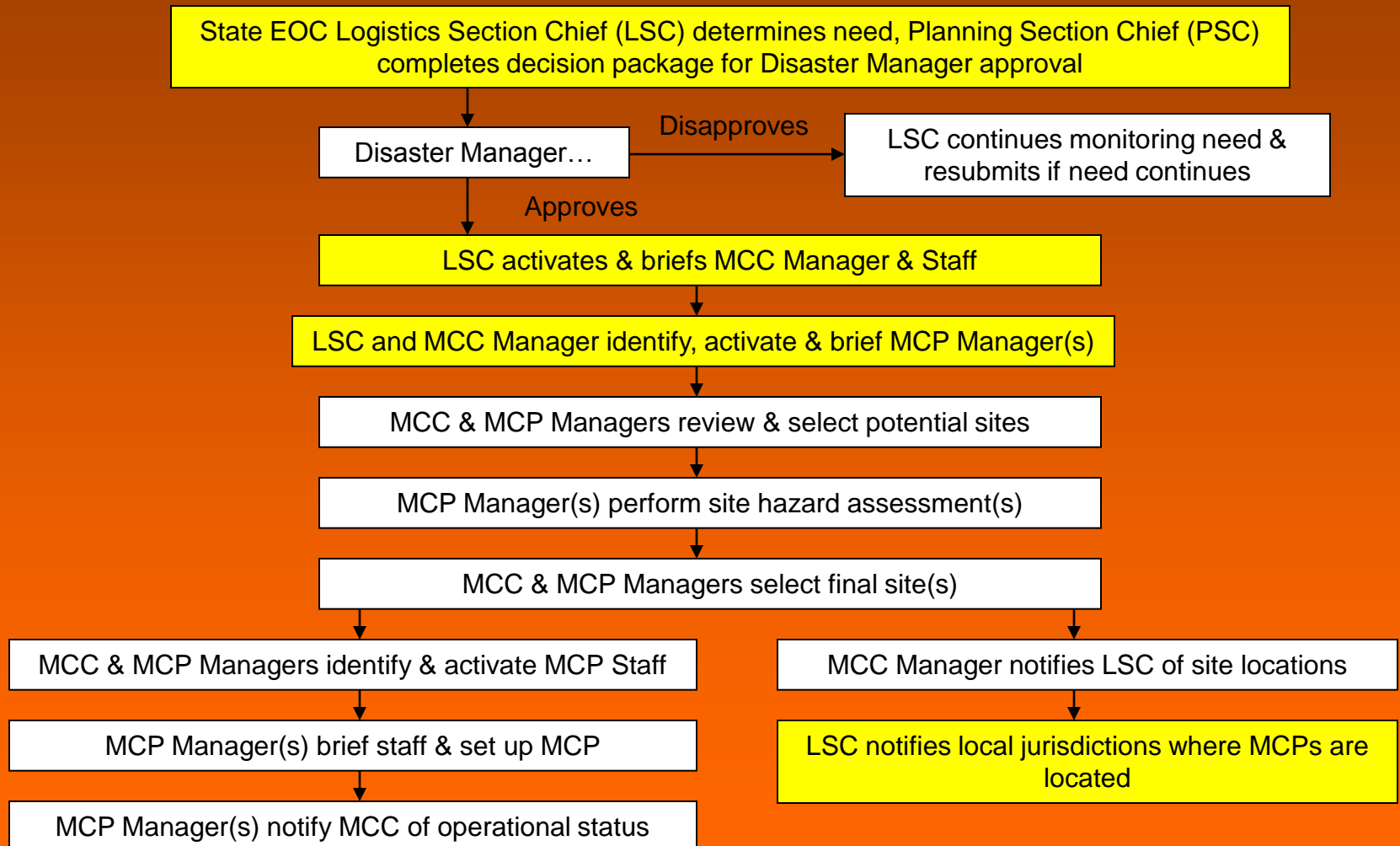 - Other gear as determined by MCP Manager

Levels of Activation

- Level 1 activates the Commercial Vehicle Pass (CVP) system
- Level 2 adds security escorts to sensitive shipments
  - May include MCP activation
- Level 3 is full activation
  - Movement Coordination Center
  - Multiple Movement Control Points
  - Escorted convoy movements

  * This training focuses on Level 3 *

Level 3 Activation Process

State EOC Logistics Section Chief (LSC) determines need, Planning Section Chief (PSC) completes decision package for Disaster Manager approval

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Disaster Manager… → **Disapproves** → LSC continues monitoring need & resubmits if need continues

Approves

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LSC activates & briefs MCC Manager & Staff

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LSC and MCC Manager identify, activate & brief MCP Manager(s)

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MCC & MCP Managers review & select potential sites

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MCP Manager(s) perform site hazard assessment(s)

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MCC & MCP Managers select final site(s)

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MCC & MCP Managers identify & activate MCP Staff

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MCP Manager(s) brief staff & set up MCP

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MCP Manager(s) notify MCC of operational status

MCC Manager notifies LSC of site locations

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LSC notifies local jurisdictions where MCPs are located

Preparing to Activate

- Enter WebEOC Mission for activation of MCC to assist with tracking progress
- Determine location of MCC and potential locations of MCPs
- Identify positions for staffing
- Locate necessary equipment for MCC and MCPs

Cost Analysis

- Cost estimates must include both MCC and any MCPs

- Determine the potential length of time

- Estimate personnel costs:
  - 12 hour shifts, day/night

- Estimate lease/rental equipment costs

- Estimate any costs for site lease or utilities

Getting Approval

- Compile information into the decision package form

- Provide to Logistics Section Chief for review and routing

- Coordinate with appropriate State EOC sections and EOC supervisor

- Disaster Manager approves and coordinates approval for costs with appropriate authority

Tracking Resources

- WebEOC will be used to track resource shipments
- Use the RFA to initiate tracking record
- Enter "RFT – Resource Shipment" in subject line
  - RFT means Request for Tracking
- Record incoming shipment details including:
  - Order or Bill of Lading number
  - Details of the shipment
  - Transportation company (include POC and phone number)
  - Driver info if available
  - Anticipated time of arrival
- MCC will contact shipper or ordering agency with MCP details

Hands On Exercise

- Open WebEOC and log in as "WA-LOG-ALSC", password is P@ssw0rd. Use the Training (do not delete) event.

- Record a tracking mission:
  - Jurisdiction is State EOC
  - You are the contact
  - You ordered 10 pallets of water
  - Vendor is Ostate Water Company, John Miller, 761-555-1110
  - Expected to arrive at the state line one day from the current date about noon.

- Include questions about any additional information you would want to include as part of the details section.

- You have 10 minutes to complete the task.

Mission Complete?

- What factors influence the decision to close an MCC?
    - Resource availability improves
    - Civil unrest subsides
    - Major transportation corridors are restored
- Bottom line - as conditions improve and security is no longer a major concern, the MCC and MCPs can be demobilized.

Closing the MCC

- LSC coordinates with MCC Manager and Disaster Manager to decide on demobilization

- Process steps for closing:
  - Demobilize all MCPs <u>before</u> closing MCC
  - Assemble documentation from MCPs and MCC (paper and electronic)
  - Restore and return equipment
  - Complete hot washes at each site as they are closed

QUESTIONS?

Movement Coordination

This presentation will be posted on the emd website within 48 hours of training.
(http://www.emd.wa.gov/logistics/logistics_LogisticsTraining.shtml)

Learning Evaluation

- Which of the following is a reason for activating movement coordination?
  a) It is snowing in the passes
  b) A local jurisdiction is requesting a resource
  c) A local jurisdiction is opening a staging area
  d) A disaster is occurring in Washington State
  e) Resources are not arriving at their intended destinations

Learning Evaluation

- The Movement Coordination Center is responsible for organizing convoys.

  True

  False

Learning Evaluation

- Which of the following staff are most important to MCC operations at startup? Choose all that apply.

  a) MCC Manager

  b) Movement Processor(s)

  c) Transportation Liaison

  d) Movement Monitor(s)

  e) Law Enforcement Liaison

  f) Documentation Specialist

Learning Evaluation

- Which of the following pieces of equipment would most likely be requested from WSDOT?
  - a) Traffic Cones/Safety Barricades
  - b) Office Supplies
  - c) Portapotties
  - d) Variable Message Systems (VMS)
  - e) All of the above

Learning Evaluation

- Who approves the decision package for activating movement coordination?
  - a) Deployment & Planning Branch Director
  - b) EOC Logistics Section Chief
  - c) MCC Manager
  - d) Disaster Manager
  - e) EOC Supervisor

Learning Evaluation

- What activation level includes a Movement Coordination Center and several Movement Control Points?

Level 3

Learning Evaluation

- Final selection of Movement Control Point sites must occur before getting approval to activate the movement coordination plan.

True

False

Learning Evaluation

- What is the first step in developing a cost estimate?

    a) Estimate lease/rental costs for equipment

    b) Determine the potential length of time

    c) Estimate staff costs

    d) Estimate costs for site and/or utilities

    e) Call the Office of Financial Management for assistance

Learning Evaluation

- What information is entered into a tracking mission in WebEOC?
  a) Order or Bill of Lading Number
  b) Contents of the shipment
  c) Transportation company information
  d) Driver information if available
  e) All of the above

Learning Evaluation

- What is the primary factor to consider when making a decision to demobilize movement coordination?

  Resource Security